

PUNCTUATION RULES!

Quotation marks belong at the beginning and end of words a person speaks.

The **question mark** comes at the end of a question.

Use a **comma** to separate each item in a series or list. A comma also separates two complete thoughts in a sentence.

Use an **exclamation point** after a word or sentence that expresses strong feelings.

An **apostrophe** takes the place of a letter and changes two words into one word. An apostrophe is used with the letter *s* to show ownership or possession.

The **colon** lets you know what time it is. It separates the big guys (hours) from the little guys (minutes).

The **period** is the stop sign at the end of a sentence or complete thought. It is also used in abbreviations.